



## Illinois Department of Revenue

# Miscellaneous Information about Filing Form ST-556, Sales Tax Transaction Return

### Which version of the instructions for Form ST-556 should I use?

There are two versions of instructions for Form ST-556.

- Use version **ST-556(1)** if you make sales from locations within Illinois.
- Use version **ST-556(2)** if you are an out-of-state lessor selling used motor vehicles with passenger plates and the vehicles are located in Illinois at the time of the sale.

You can obtain the correct instructions by

- calling our 24-hour Forms Order Line at 1 800 356-6302
- calling our "Illinois Tax Fax" fax-on-demand service at 217 785-3400
- visiting our Web site at <[www.revenue.state.il.us](http://www.revenue.state.il.us)>
- writing us at:

ILLINOIS DEPARTMENT OF REVENUE  
PO BOX 19010  
SPRINGFIELD IL 62794-9010

### How should the copies of Form ST-556 be distributed?

**Copy 1** Revenue's                      Send to the correct address from the list below:

- If you are applying for an Illinois vehicle, trailer, or mobile home title, send the return and the title application to:  
OFFICE OF THE SECRETARY OF STATE  
VEHICLE SERVICES DEPT  
SPRINGFIELD IL 62756
- If you are applying for an Illinois watercraft title, send the return and the title application to:  
ILLINOIS DEPARTMENT OF NATURAL RESOURCES  
PO BOX 19226  
SPRINGFIELD IL 62794-9226
- If you are applying for an Illinois aircraft registration, send the return and the registration application to:  
DIVISION OF AERONAUTICS  
ILLINOIS DEPARTMENT OF TRANSPORTATION  
CAPITAL AIRPORT  
SPRINGFIELD IL 62706
- If you are not required to title or register the item, send the return to:  
RETAILERS' OCCUPATION TAX  
ILLINOIS DEPARTMENT OF REVENUE  
PO BOX 19042  
SPRINGFIELD IL 62794-9042

**Copy 2** Seller's                      Keep for your records.

**Copy 3** Purchaser's                      Give to the buyer.